

HOLY TRINITY ANGLICAN CHURCH

SURREY HILLS

CASUAL (ONE-OFF) HALL HIRE RATES

Effective March 2023

	One off use (Casual)
Trinity Hall	\$100 first 3 hours then \$50 ph
Trinity Hall Kitchen	\$25 ph
Carter Hall (includes use of the kitchen area)	\$100 first 3 hours then \$45 ph
John English meeting room	\$30 ph

The minimum charge is one hour, which includes setting up and cleaning afterwards.

Charges include the use of air-conditioning. The lights and air-conditioning must be switched off at the end of each hire or an additional charge of \$50 will be incurred.

Payments:

- For one off use payment is due prior to use of facilities.
- For ongoing use payments are due every eight weeks or at the end of each term if the organisation ceases for school holidays, or when your hire series is completed, or if less than eight weeks.
- Invoices will be issued prior to the end of each period as advised by the Hirer.
- Payments may be made by electronic transfer to the following account:
 - Account Name – *Holy Trinity Anglican Church*
 - Bank – *Westpac*
 - BSB – *703122*
 - Account No. – *05009830*
 - Reference – *include invoice no and /or Hirer's name*

Trinity Kitchen means for food preparation and serving, and includes the use of appliances and crockery etc. All items must be washed up and put away at end of hire.

The maximum capacity for each hall/room is:

Trinity hall	150
Carter hall	80
John English room	20

Office :: 03 9890 2165 and www.holytrinity.sh

Holy Trinity
the Anglican parish for Surrey Hills & Mont Albert